Cemetery Trustees Meeting Minutes

23 Aug 18

1306

Attendees: Marie Grella, Cynthia Dokmo, Lisa Eastland, Eric Hahn, Perry Day, Gordon Leedy, Dwight Brew (by telephone).

No citizens in attendance.

Cynthia moves to accept 12 Jul 18 minutes and 16 Aug 18. Marie 2nds. All in favor.

The bill payment to Tony Luongo was discussed for the final repairs to the Town Hall Cemetery. Marie turned in all necessary paperwork but there still seemed to be a problem. Dwight is looking into making the bill payment process a bit easier—in effect, have the Town pay the bill and the CT’s reimburse. This way, small business contractors will get paid more promptly. Lisa needs to make a new folder for payment requests.

The Town of Amherst Invoice is $17, 734.21 for FY 18. Lisa moves to take $1500 from the Unrestricted Fund with the remaining balance coming from the Perpetual Care Fund. \*\* We reached this $1500 amount by calculating 100 labor hours multiplied by $15/hr wage for the Town Hall Cemetery. Cynthia 2nd. All in favor.

Meridian Survey Company bill: Cynthia moved to pay the Meridian bill of $4800 from Forestview Cemetery Expendable Trust. Marie 2nd. All in favor.

Forestview Test Pits Results: Gordon has not received the official results. He did say the Preliminary results look favorable for following through on the tiered burial plan. He reported there did not seem to be any evidence of water at ground level. Meridian completed about 15 test pits on various areas within the current plan along with the opposite transect up the hill. Results look consistent.

Forestview Planning: Gordon suggests we can move ahead with revising the original concept plan taking into account tiered burials, etc. We need to consider active burials, location of a possible memorial wall, scatter garden, whether we want to level off part of the area, grave plot composition, accessibility, maintenance shed, and a winter tomb. Perry and Lisa will work with Gordon on adapting the old plan to the new area.

Animals in Meadowview: Signs are on order asking people to not feed the animals in Meadowview. As soon as they are in, DPW will put up around the cemetery. There have been reports of more people walking their dogs in Meadowview. Lisa will write a letter for publication in The Citizen asking people to refrain from this activity.

Right to Inter grave 80H-O. All approved.

Budget Review: Marie will ask for an End of Year detailed budget for FY18 so we can review and revise for FY20 budget input. Cynthia suggest we do a budget review each quarter beginning in October 2018.

Trees at Cricket Corner: There are a couple of unhealthy looking trees at Cricket Corner Cemetery. When DPW rents the crane for town tree removal, those trees will be included in the plan.

Water leak in Meadowview: Still have not been able to identify the location of the line leak. Chris Culverson from Pennichuck Water Co. has offered to help in the process. Perry will follow up on this.

Memorial Benches in Meadowview and Forestview: Eric has asked if one could purchase a “non-dedicated” bench for placement in Meadowview (and Forestview, when it is built). Much discussion and Marie will ask Pat to follow up on the administrative details of the Katzenberg bench. What was purchased, what was paid, is there another Katzenberg plot, etc?

Recessed meeting to reconvene at Meadowview—1417.

Reconvened at 1430 at Meadowview Cemetery:

Quite a bit of evidence of fowls fouling the cemetery further supporting the request for not feeding the wild geese.

After much discussion and investigation, it was decided we need some seating areas within the cemetery that are not on specific grave sites. Policies and procedures need to be established. We also need to review memorial tree pricing. Perry will source some benches and pricing.

Meeting adjourned at 1500. Next meeting on 20 Sep 18 at 1300 at DPW.

Action items:

Lisa—Write letter to The Citizen

 Make new folder for money requests from the Trustees of the Trust Fund

 Work with Gordon and Perry on Forestview design

Pat— Provide details of the Katzenberg bench for the 20 Sep meeting

 Have the final budget from FY 18 for the 20 Sep meeting

 Have Memorial Tree pricing available for the 20 Sep meeting

Perry—Get Gordon the old Forestview plan and provide him measurement details for plots

 Source materials and pricing for Memorial Benches

 Contact Chris Culverson from Pennichuck Water regarding Meadowview line leak (882-5191)